



NORTHERN ROCKY MOUNTAIN RESOURCE CONSERVATION
AND DEVELOPMENT AREA

Big Sky Forest Stewardship Plan

ANNOUNCEMENT AND REQUEST FOR PROPOSALS (RFP)

RELEASE DATE: July 30, 2010

SUBMISSION DEADLINE:

AUGUST 13, 2010

5:00 PM

PROPOSALS MUST BE DELIVERED AND IN-HAND TO:

**Gallatin County Extension Office at
201 W. Madison, Ste. 300 Belgrade MT 59714
Attention: Crystal Hagerman**

INTRODUCTION AND BACKGROUND

The community of Big Sky is seeing their surrounding forests change rapidly as are many other areas across the West. This change has brought local businesses, landowners, and organizations together to take action and address their forest health issues as a whole.

Through the creation of a Big Sky Natural Resource Council, made up of landowners, businesses, resorts, community leaders, and natural resource specialists, the community has established forest health goals and priorities. The community council is three pronged 1) stakeholders, 2) program coordinators and, 3) technical advisors from various agencies and organizations.

The Council first identified three major problems that their forests are facing: forest health, wildland fires risks, and epidemic insect pests and disease outbreaks. Next it was decided that an overall comprehensive plan needed to be established to effectively manage these issues. By having a comprehensive forest plan Big Sky will be able to treat their forest ecosystems as a whole. And with that came the decision to develop a Big Sky Forest Stewardship Plan.

PURPOSE

Create a plan for managing the land and associated resources while enhancing or improving forest resources such as, wildlife, timber, soil, water, recreation and esthetics. Long term sustainability of each of the aforementioned resources is an integral priority for this plan.

OBJECTIVE

The objective of the Big Sky Forest Stewardship Plan is to provide the community with a comprehensive plan and general forest inventory that can be used as a guideline for contractors and an educational resource for landowners. By creating the Big Sky Forest Stewardship Plan the community is working toward making treatment options economically feasible and increasing the use of woody biomass for diversification of forest-product markets in Montana.

PRIORITIES

1. Enhance Public Benefit from Trees and Forest
 - a. Aesthetics
 - b. Recreation
 - c. Wildlife
 - d. Water
2. Protect Forests from Harm
 - a. Wildland fire
 - b. Epidemic insect pests and disease outbreaks
3. Conserve Working Forest Lands
 - a. Identify and conserve high priority forest ecosystems and landscapes
 - i. White bark pine
 - ii. Aspen stands
 - iii. Riparian areas
 - b. Actively and sustainably manage forests

AREA OF WORK

The Big Sky Forest Stewardship Plan boundaries are the same as the Big Sky Resort Area Tax District however, they only include private property. Land managed by the State or Federal

government will not be included (National Forests or Wilderness Areas) in this plan. Refer to Attachment 1 for a map of the Big Sky Resort Area Tax District.

The Gallatin County segment of the boundary is described as follows: Commencing at the intersection of the Gallatin-Madison county line and the township line between Township 7 South and Township 8 South, thence due east along said Township line to the Gallatin River-Yellowstone River drainage divide, thence north along said divide to where it intercepts the Gallatin-Park County line, thence north along said county line to where it intercepts the Township line between Township 5 South and Township 6 South, thence due west along said Township line until it intercepts the Township line between Range 1 East and Range 2 East, then South along said Township line to where it intercepts the Township line between 7 South and Township 8 South, thence due East along said Township line to the Point of Beginning.

The Madison County segment of the boundary is described as follows: Commencing at the intersection of the Gallatin-Madison County line and the Township line between Township 7 South and Township 8 South, thence due west along said Township line to the east boundary of Range 1 East, thence north along said Range boundary line to the south boundary line of Township 5 South, thence east along said Township line to the Gallatin-Madison county line, thence due south to the Point of Beginning.

CONTACT

Any questions regarding technical specifications or contractual terms and conditions can be directed to:

Name	Crystal Hagerman
Address	201 W. Madison Ste. 300, Belgrade MT 59714
Phone	(406) 209-0344
FAX	(406) 388-3243 call (406) 388-3213 before faxing
Email	Gallatin3@montana.edu

DUE DATE

All proposals are due by 5:00 pm on 8/13/10 to the Gallatin Extension Office at 201 W. Madison, Ste. 300, Belgrade MT 59714. Any proposals received after the required time and date specified for receipt shall be considered late and not accepted.

SCHEDULE OF EVENTS

Event	Date
1. RFP distribution to Vendors	7/30/10
2. Proposal due date	8/13/10
3. Target date for review of proposals	8/16/10

4. Anticipated decision and selection of Vendor	8/18/10
5. Vendor provides draft/outline/overview to NRM-RC&D	10/1/10
6. Anticipated commencement date of work	12/31/10

PROPOSAL SUBMISSION

Award of the contract resulting from this RFP will be selected based on the following criteria: cost, functionality and priorities outlined on page one.

NRM-RC&D reserves the right to:

- Reject any or all offers and discontinue this RFP process without obligation or liability to any potential Vendor,
- Accept other than the lowest priced offer,
- Award a contract on the basis of initial offers received, without discussions or requests for best and final offers, and
- Award more than one contract.

Vendor's proposal shall be submitted in several parts as set forth below. The Vendor will confine its submission to those matters sufficient to define its proposal and to provide an adequate basis for the NRM-RC&D and Big Sky Natural Resource Council evaluation of the Vendor's proposal.

Vendor's proposal in response to this RFP will be incorporated into the final agreement between NRM-RC&D and the selected Vendor(s). The submitted proposals are suggested to include each of the following sections:

1. Executive Summary
2. Scope, Approach, and Methodology
3. Deliverables
4. Project Management Approach and Timeline
5. Detailed and Itemized Pricing
6. Appendix: References and Project Descriptions
7. Appendix: Project Team Staffing
8. Appendix: Company Overview

The detailed requirements for each of the above-mentioned sections are outlined below.

EXECUTIVE SUMMARY

Provide a brief overview of the plan and identify main items that will be included in the Big Sky Forest Stewardship Plan, including how this will benefit the Big Sky community and could be implemented in the surrounding forest ecosystem.

SCOPE, APPROACH, AND METHODOLOGY

This section should contain a description of each forest management component being done to complete the forest stewardship plan, including detailed procedures and technical expertise by priority. All information that is provided will be held in strict confidence. The proposal should reflect each of the sections listed below:

1. Enhance Public Benefit from Trees and Forest
 - a. Aesthetics
 - b. Recreation
 - c. Wildlife
 - d. Water
2. Protect Forests from Harm
 - a. Wildland fire
 - b. Epidemic insect pests and disease infestations
3. Conserve Working Forest Lands
 - a. Identify and conserve high priority forest ecosystems and landscapes
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DELIVERABLES

Include descriptions of the data that will be collected and communicated on the following subjects:

- Forest stand types;
- High priority/risk areas;
- Forest stand management and treatment options for each of the following:
 - Aesthetics,
 - Recreation,
 - Wildland fire risks,
 - Wildlife habitats,
 - Forest health,
 - Timber,
 - Water,
 - Endangered tree species,
 - Insects and disease infestation, and
 - Riparian areas.

* If available include sample reports as attachments to the proposal to provide an example of the information that will be provided in this plan.

PROJECT MANAGEMENT APPROACH AND TIMELINE

Briefly describe how the plan proceeds from beginning to end. Include the method and approach used to create the overall plan and timeline of work.

DETAILED AND ITEMIZED PRICING

Include a fee breakdown by project task.

APPENDIX: REFERENCES AND PROJECT DESCRIPTIONS

Provide three single-paragraph project descriptions for related work and three current references for which you have performed similar work.

APPENDIX: PROJECT TEAM STAFFING

Include biographies and relevant experience of key staff and management personnel. Describe the qualifications and relevant experience of the types of staff that would be assigned to this project by providing biographies for those staff members.

APPENDIX: COMPANY OVERVIEW

Provide the following for your company:

- Official registered name (Corporate, D.B.A., Partnership, etc.) and contact information.
- Key contact name, title, address (if different from above address), direct telephone and fax numbers.
- Brief history, including year established and number of years your company has been offering forest consulting and management.

BIG SKY RESORT AREA TAX DISTRICT

2007 VICINITY MAP

Legend:

- Big Sky Tax District Office
- Big Sky Resort Area District (By Legal Description)
- Major Road (By Gallatin County GIS Dept & USGS)
- Highway (By Gallatin County GIS Dept & USGS)
- Roads (By Gallatin & Madison Counties GIS Dept)
- Wilderness Area (By Gallatin County GIS Dept & USGS)
- County Boundary (By State GIS)
- Fee Wildlife Lands & Animal Preserve (By State GIS)
- Point of Interest
- Mountain Peak
- Water Courses
- Water

Scale: 1" = 1/2 MI. (11x17 Scale: 1/10/08)

Map Labels: To Bozeman, To West Yellowstone, Lee Metcalf Wilderness, Big Sky Meadows, Big Sky Village, Big Sky Tax District, Yellowstone Club, Gallatin River-Yellowstone River Drainage Divide, Big Sky Meadows, Big Sky Village, Big Sky Tax District, Yellowstone Club, Gallatin River-Yellowstone River Drainage Divide, Big Sky Meadows, Big Sky Village, Big Sky Tax District, Yellowstone Club, Gallatin River-Yellowstone River Drainage Divide.